

MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH) INTERNSHIP PROGRAM
INTERNSHIP DESCRIPTION FORM

INTERNSHIP HOST INFORMATION		
State Department / Agency: MDCH		
Administration / Office: Public Health		
Location of Internship: Lansing, MI		
Intern Supervisor's Name(s): Ninah Sasy		
Intern Supervisor's Title(s): Bureau of Laboratories, Departmental Analyst		
Intern Supervisor's Phone: 517.335.9190	Intern Supervisor's Email: sasyn@michigan.gov	
APPROVAL		
Supervisor Approval <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Approving Supervisor Name (signature not required): Dr. Frances Downes	
INTERNSHIP SCHEDULE		
Internship Time Period: All Semesters - Select Year	Internship Hours Requested Per Week: Any	
PREFERRED EDUCATION		
Major / Minor: Education, Health Promotion, Laboratories Science		
Level of Education: Open to Undergraduates and Graduates		
Preferred Skills / Qualifications: <ul style="list-style-type: none"> – Excellent computer skills – Must be innovative – Interest in lab science is preferred but not required – Must be available on Saturdays if outreach event is scheduled 		
Through this internship, student intern will develop or further strengthen the following competencies:		
<input type="checkbox"/> Adaptability	<input checked="" type="checkbox"/> Continuous Learning	<input type="checkbox"/> Initiating Action
<input type="checkbox"/> Building Strategic Working Relationships	<input type="checkbox"/> Contributing to Team Success	<input checked="" type="checkbox"/> Innovation
<input type="checkbox"/> Building Trust	<input type="checkbox"/> Customer Focus	<input checked="" type="checkbox"/> Planning & Organization
<input type="checkbox"/> Coaching	<input checked="" type="checkbox"/> Decision Making	<input checked="" type="checkbox"/> Tech/Prof Knowledge & Skills
<input checked="" type="checkbox"/> Communication	<input type="checkbox"/> Follow-Up	<input type="checkbox"/> Work Standards
INTERNSHIP DESCRIPTION		
Internship Title: Lab Outreach Intern		
Intern Responsibilities / Projects: <ul style="list-style-type: none"> – The MDCH Bureau of Laboratories is seeking an individual to assist with the development of our K-12 Laboratory Outreach Program. The purpose of this program is to promote lab science careers by providing education activities to K-12 students. – Develop lab science education material for K-12 students – Develop brochures – Attend outreach events as needed – Record video and assist with production of interactive educational material. – 		
APPLICATION PROCESS		
Submit: 1) internship application, 2) résumé, and 3) cover letter to the appropriate Internship Coordinator.		

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Administration	Coordinator	E-mail
Public Health	Stella Christian	ChristianS@michigan.gov
Behavioral Health & Developmental Disabilities	Jan Zwarka	ZwarkaJ@michigan.gov
Medical Services	Trena Larner	LarnerT@michigan.gov
Policy & Planning	Shelly Murrell	MurrellS@michigan.gov
Operations	Nancy Houts	HoutsN@michigan.gov
Other	Shelly Murrell	MurrellS@michigan.gov

For more information about the Michigan Department of Community Health Internship Program,
Please visit: www.michigan.gov/mdch/careers -click on Internships